

## A G E N D A



## Recommendation for Council Action (Purchasing)

Austin City Council	Item ID:	16238	Agenda Number	67.
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Meeting Date:	6/28/2012
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Department:	Purchasing
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## Subject

Authorize award, negotiation, and execution of a 12-month requirements services contract with TREEFOLKS, INC., to provide management and implementation of the NeighborWoods Program for the Parks and Recreation Department, in an estimated amount not to exceed \$166,080, with four 12-month extension options in an estimated amount not to exceed \$166,080 per extension option for a total estimated contract amount not to exceed \$830,400.

## Amount and Source of Funding

Funding in the amount of \$166,080 is available in the Fiscal Year 2012-2013 Proposed Operating Budget of the Management Services Department. Funding for the remaining extension options is contingent upon available funding in future budgets.

## Fiscal Note

There is no unanticipated fiscal impact. A fiscal note is not required.

Purchasing Language:	Sole proposal received.
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Prior Council Action:	
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For More Information:	Jeff Dilbert, Corporate Purchasing Manager, 512-974-2021
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Boards and Commission Action:	
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Related Items:	
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MBE / WBE:	This contract will be awarded in compliance with Chapter 2-9C of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore no goals were established for this solicitation.
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### Additional Backup Information

The City of Austin Office of Sustainability will be contracting with outside vendor(s) to provide management and implementation of the NeighborWoods Program, to promote the planting and care of trees in City Right-of-Way (ROW) adjacent to private homeowner property and private property located in the front yard between the home and City right-of-way. The vendor will promote the program to homeowners, purchase trees for distribution, participate in the delivery of trees to homeowners, and perform follow-up surveys with participants. Homeowners will agree to plant and care for the trees. The City of Austin Parks and Recreation Department's Urban Forestry Program staff will administer this project.

MBE/WBE solicited: 5/11

MBE/WBE bid: 0 / 0

#### PROPOSAL ANALYSIS

- a. Seventy-two notices were issued, including 5 MBEs and 11 WBEs. One proposal was received. No MBE/WBE responded.
- b. Historically, this service has only been provided by Tree Folks, Inc., Austin, TX, since its inception in 2002. No other proposers have been able to develop the required addresses/location databases, sponsorships, volunteer solicitation, and tree inventories necessary to provide the services required through this contract.
- c. This is a set budget provided by Austin Energy's Heat Island Mitigation fund to offset their Tree Line USA designation requirements.

#### APPROVAL JUSTIFICATION

- a. Treefolks Inc. is the current provider of this service.
- b. The Purchasing Office concurs with Sustainability's recommended award.
- c. Advertised in the Austin American Statesman and on the Internet.